

CLEMSON UNIVERSITY STAFF SENATE

Executive Committee

October 27, 2009, 9:00 AM, 801 University Union

Minutes

Present: Michael Atkins, Dave Crockett, Wade Culler, Rose Ellen Davis-Gross, Glenda Dickson, Tim Drake, Negar Edwards, Reggie Hawthorne, Janice Kleck, Phil Landreth

Absent: Pam Hawthorne

Guest: Michelle Piekutowski

President Tim Drake called the meeting to order.

1. **Approval of Minutes:** Phil Landreth moved to approve the minutes of the September 29, 2009 Staff Senate Executive Committee meeting as submitted. Rose Ellen Davis-Gross seconded the motion. The minutes were approved.

2. **Announcements from the President**

- A. **Administrative Council**, Michelle Piekutowski. A lengthy presentation was made regarding printing and a proposal to move individuals from single user printers to multipurpose machines.
- B. **Board of Trustees**, Tim Drake. The Board pledged approximately \$8,000 to the Staff Scholarship Endowment in response to Trustee Bill Amick's request. Amick stated that the request was in recognition and appreciation of staff, for all of their hard work during these difficult times.
- C. **Governmental Affairs**, Dave Crockett. Legislators are meeting in a special session to address unemployment benefits and potential impeachment of Governor Sanford.
- D. **President's Cabinet**, Tim Drake. Some reports shared by members at the October 26 Cabinet meeting were:
 - The start of an annual giving campaign with a priority on unrestricted donations. The Leadership Circle was promoted.
 - It was announced that 1 person was arrested in connection with recent campus burglaries.
 - Jerry Knighton attended a conference in Washington DC to recruit minority PhD students.
 - Town and Gown International Association hired a new director.
 - An easier route to hiring in Facilities is being sought.
 - MAPP testing (freshmen and general education math) will occur this fall.
 - Leon Wiles mentioned an upcoming survey assessing diversity issues and gave an update on the United Way campaign.
 - Gail DiSabatino gave a Parking Visioning update and informed the group that a date for H1N1 vaccine on campus is not available.
 - Will Brasington announced the Alumni Advisory Board is seeking members.
 - Chris Przirembel announced his retirement scheduled for April 2010.
 - CU ICAR received an award for excellence.
 - Bill Bowerman discussed 7 changes to the Faculty Manual approved by the Faculty Senate and mentioned the Budget Accountability Committee will begin meeting in November.
 - Abby Daniel from the Student Government gave updates on Tigerama, Transportation Continuity Group, and expressed concerns over e-portfolio requirements.

- Jim Bottum stated IT upgrades to the residence halls should be completed by November 1.
- President Barker announced that he is forming a presidential commission on sustainability.

E. Other:

- 1) **Human Resources**, Michelle Piekutowski. 1) A change has been made the EPMS rating criteria. An e-mail was distributed to supervisors explaining the change that will go in effect on November 1, 2009. 2) The 2010 holiday schedule has not been presented for approval due to tentative plans to incorporate a winter academic session in 2010. 3) FMLA is not required of an employee upon 3 continual days of sick leave absence. The requirement of producing a medical excuse for a sick leave absence is left up the discretion of each supervisor. 4) Approximately 900 employees attended the Benefits Fair on October 6.
- 2) **Graduate Student Senate**, Dave Crockett. Crockett noted that the Graduate Student Government appears to be well funded. They provide Professional Enrichment Grants for members to attend conferences and such. Senators take a verbal oath of office and they take a verbal roll call at the beginning of each meeting. Items of interest discussed were a few faculty members that held classes during Fall Break and parking for graduate students.

3. Standing Committees

- A. **Scholarship**, Reggie Hawthorne. Mandy Wright will be recognized during the November Senate meeting for her contributions to the success of the October golf tournament.
- B. **Activities**, Negar Edwards. The Holiday Service Project will benefit Helping Hands and Bethesda Ministries. The donation drive will officially kick-off in November.
- C. **Communications**, Wade Culler. The Benefits Fair went well and work is shifting to the next newsletter. Everyone was encouraged to submit content to Wade Culler at nculler@clemsun.edu.

4. Unfinished Business

- A. **Staff Representative to the BOT**, Tim Drake. A letter and the draft proposal were personally delivered to Chairman Wilkins at the Board meeting in October. Drake will follow-up with Wilkins during their October 31 football outing.
- B. **Staff Development Plan**, Dave Crockett. Crockett announced that a motion will be made to disband the ad hoc committee at the November 10 Senate meeting. A final report will be presented to the group electronically prior to the November 10 meeting.

5. New Business

- A. The group briefly discussed the proposed academic 2010 winter session and role of the Academic Calendar Planning Committee.
- B. Concerns were raised regarding an apparent disconnect regarding the dissemination of policy and procedure changes. A specific example used was Glenda Dickson's question to Michelle Piekutowski asking for clarification on recent changes to the Compensation policy. Piekutowski stated that the policy had not changed unless it was in regards to basic contact information. Dickson disagreed and was going to provide old and new policies to Tim Drake for his review and discussion with Piekutowski.

6. Adjournment: There being no further business the meeting adjourned.

Next Meeting: Tuesday, November 24, 2009, 9:00 a.m., 801 University Union